



March 28, 2014

This week's edition includes important information I want to share with you:

- **FY 2014-2015 Budget Hearing – House Finance, Ways and Means Committee:** On Monday, I had the opportunity to present Governor Haslam's FY 2014-15 recommended budget for DIDD to members of the House Finance, Ways and Means Committee, chaired by Charles Sargent. I was pleased to hear engaging questions from members of the committee as well as their supportive comments concerning important services that are funded by the budget administered by DIDD. A link to the hearing video is [here](#); the PowerPoint presentation is also attached to this edition.

This hearing was the last of three public presentations that my team and I will make to legislative committees on our budget proposal for next fiscal year. In April, the Haslam Administration will propose an Administration Amendment to the Haslam Budget that has been discussed in the General Assembly to date. If there are changes to the DIDD administered budget that I outlined throughout these three hearings in this amendment, I will notify you and describe the impact of any changes. My team and I are committed to working closely with legislators and affected stakeholders as we support this budget through the final weeks of the legislative session. I appreciate all of your assistance and support.

- **Spotlighting Persons Supported:** On Tuesday, a retirement celebration was held in DIDD Central Office for Judy Jacobs, a person supported by Skills Development Services and a long-time employee of Clayton's Shoe Store. Owner Florence Hull expressed, "We have been very blessed working with Skills Development for the past 12 years. Judy has grown to not just do a good job at cleaning and unpacking new stock, but also has become part of the family at Clayton's. We have enjoyed the relationship with her and Skills Development Services. I have concluded this has been one of the many good decisions I have made as owner!"



I was honored to spend some time with Judy and celebrate her accomplishments. Several DIDD and Skills Development Services staff also joined in the celebration and acknowledged Judy's hard work and commitment over the years. Pictured above, are me and Judy. We wish Judy the best in retirement and thank her for allowing us to be part of her special day!

- **Dental Benefit Limit Administration:** A few days ago, a joint memorandum signed by DIDD and the Bureau of TennCare provided guidance to Home and Community Based Services (HCBS) providers on changes to how the dental benefit cap would be administered. That letter

is attached to this edition. Due to state and federal audit requirements, Tennessee must be able to apply these limits in a way ensuring that no more than \$7,500 can be expended in any consecutive three waiver years. Therefore, the dental expenditure limit will be applied on a “rolling basis.” The effective date for this change is January 1, 2014. Therefore, when the limit is applied in 2016, the expenditures that will be calculated against the limit are expenditures for 2014, 2015 and 2016. When we move into 2017, expenditures calculated against the limit will be 2015, 2016 and 2017.

DIDD and the Bureau of TennCare staff are working to correctly pay any claims for services performed in 2014 that were denied in error.

- **SRVS Employment Video:** Part of SRVS strategy to increase community employment opportunities is to use a variety of approaches to build awareness. One idea was to create a short video that SRVS Community Employment Services staff could use in presentations to potential employers and with civic, community and other groups. The three-minute video spotlights two persons supported by SRVS who have jobs in the community. The video contains an overview of SRVS community employment, including a compelling testimonial by an employer who describes how the person supported is an integral part of the success of their business. The video also received exposure through SRVS social media and was posted on the SRVS website and SRVS YouTube channel. The Greater Memphis Chamber of Commerce recently agreed to support SRVS community employment efforts by promoting the video through its social media accounts using the Chamber’s website as a platform. You can view the video [here](#).

We are proud of SRVS for their significant dedication to the *Employment First* initiative and persons supported.

- **Training Update:** The Relias Learning Management System (RLMS) has added some supplemental classroom material to our catalog that will enhance required training currently available for Direct Support Professionals (DSP). The State of Ohio was instrumental in creating materials for classroom training appropriate for certifying DSPs through the National Association of Direct Support Professionals (NADSP) and now five of the trainings are available in the RLMS catalog. DIDD hopes your agency will consider incorporating some of the following trainings into your agency’s training plan for a more comprehensive training experience. All are identified in RLMS as “OH Supplemental” and can be easily searched using “OH” in the search box. These are the five courses currently available: *Individual Service Planning*; *Participant Empowerment Part 1*; *Participant Empowerment Part 2*; *Profession of DSP in Disability Services* and *Providing Behavioral Supports and Principles of Positive Intervention Culture*.

One of the new features in RLMS created as a result of the new SHARE functionality, is a button called Shared Completions, which displays if a second agency assigns a training course to a shared learner who has already completed that course at another agency. The supervisor/training administrator who sees a shared completions option must decide for your agency whether you are willing to accept the date the training was completed at the other agency as meeting your requirements. For example: You hired Jane Doe on March 24, 2014 and assigned the annual curriculum. You see she has a master account and completed HIPAA training on January 18, 2014 at another agency. If you click shared completions and *accept that training* date for HIPAA, it will mark the HIPAA course assigned on March 24 as completed and will insert the next due date for HIPAA training as January 18, 2015 rather than March 24, 2015. See the attached Relias information sheet on Shared Completions for more information.

The DIDD Office of Staff Development is also pleased to announce the self-enrollment feature in RLMS is well-used by learners. Some of the chosen courses include: *Addressing Organizational Challenges & Opportunities in Implementing Person-Centered Planning; Autism Overview; Dental and Oral Health for Individuals with DD; Drugs in the Workplace* and *Discrimination in the Workplace: What Supervisors Need to Know*. Self-enrollers are not from any one agency or job title. Of the 73 persons enrolled in the available Microsoft Office courses, several are DSPs interested in learning new skills, while others are office personnel and managers. We are proud to see some staff furthering their education needs with the help of RLMS without being required to do so!

■ **Greene Valley Employee of the Year:**

Terry Sauceman, Executive Housekeeper, was recently named Greene Valley's Employee of the Year for 2013. He was recognized during a reception attended by friends, family and colleagues. Chief Officer Diane Brightwell explained Mr. Sauceman was chosen from the 12 Employees of the Month for 2013, all of whom were excellent candidates for the award. Diane noted Mr. Sauceman had spent 40 years ensuring the



people and employees at Greene Valley had a wonderful environment in which to live and work. Mr. Sauceman began his career at GVDC as a custodian in 1973, was promoted to Housekeeping Supervisor in 1977 and became Executive Housekeeper in 1996. Steve Love, ACO for Administrative Services, shared that Mr. Sauceman has always been the employee who works harder than anyone else and does much more than his fair share. Mr. Love elaborated Sauceman is a supervisor who works beside his employees, but also handles supervisory and administrative responsibilities in the office.

John Craven, East Regional Director, commented the same care and concern Mr. Sauceman had when hired, has remained steady throughout the years. True to character, Mr. Sauceman spoke briefly and thanked everyone for coming out to help him celebrate and said that he felt very blessed because Greene Valley is a special place to work.

Greene Valley has a long history of recognizing outstanding employees with the Employee of the Month Award and also those chosen as Employee of the Year.

- **Free Job Development Webinars:** The Southeast Technical Assistance and Continuing Education Center (TACE) is offering a two-part webinar series on *How to Position Your Employment Services in the Labor Market*.

Part One begins **May 8** from 1:00 p.m.-2:30 p.m. EST. This presentation will provide information and tools on how to develop or refine marketing strategies to better position an organization's employment services in their local labor market. Participants will be provided concepts and useful tools to assess their local labor market, more competitively define their employment services and determine the key features and benefits of those services in a way that adds value to an employer's operation. To register, click [here](#).

Part Two begins **June 19** from 1:00 p.m.-2:30 p.m. EST and will provide participants the opportunity to share marketing strategies they have developed to better position their organizations employment services in their local labor market. Based on completed marketing tools (worksheets) and strategies shared in the time between the two webinars, specific participants will be asked to share experiences in marketing their employment services. Participants will be able to compare and contrast their marketing strategies with marketing efforts of other webinar participants. They will also be encouraged to provide input and feedback that will better define benefits of their employment programs. To register, click [here](#).

- **Quarterly Protection from Harm Provider Meetings:** The Office of Incident Management would like to invite all provider and agency Incident Management Coordinators (IMCs) to Quarterly Protection from Harm Provider Meetings in their region. Please see the table below for meeting details:

<b>East</b> April 4, 2014 9:30 a.m.-12:30 p.m. Regional IMC: Carmel Beatty	<b>Middle</b> April 11, 2014 9:30 a.m.-12:30 p.m. Regional IMC: GG Mullins	<b>West</b> May 2, 2014 9:30 a.m.-12:30 p.m. Regional IMC: Sharon Bowles Parker
LT Ross Building 2247 Western Avenue Knoxville, TN 37921	Clover Bottom Developmental Center One Cannon Way Conference Room 275 Stewarts Ferry Pike Nashville, TN 37214	DIDD Arlington Regional Office (Baker Building Auditorium) 11437 Milton Wilson Rd. Arlington, TN 38002

If you have questions, please contact Kenneth Binion, Director of Incident Management, at [Kenneth.Binion@tn.gov](mailto:Kenneth.Binion@tn.gov) or 615-253-2896.

- **Employment First Community of Practice Webinars:** Openings are still available for a two-part series on organizational assessment, diversifying funding streams and collecting data to measure progress. The series will be facilitated by Subject Matter Experts (SMEs) Thomas Macy and Nancy Gurney on April 21 and May 12 from 1:00 p.m.-2:30 p.m. CST. Registration is limited to 25 participants and is on a first-come, first-serve basis.

To RSVP for April 21, please contact Betty Chester at [Betty.Chester@tn.gov](mailto:Betty.Chester@tn.gov) by April 11 at 4:00 p.m. CST. To RSVP for May 12, please contact Betty by May 5 at 4:00 p.m. CST.

**Be safe and have a great weekend!**

~Debbie